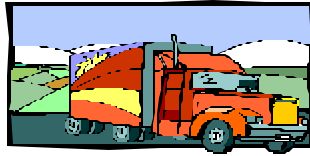


The Commodity Shelf

Department of Elementary and Secondary Education, School Food Services Section

August 2003



For information phone 573-751-2646/9424/7253 or fax 573-526-3897

Food Distribution Associates Awarded Contract for Warehousing/Transportation

Every five years our office must rebid the services for a commercial warehouse to receive, store, and transport donated foods to LEAs. The contract was awarded to Food Distribution Associates (FDA). The previous contract was with MBM, which decided to discontinue operating a warehouse in Missouri, and did not submit a bid. Kevin Rohrbach, who had been employed with MBM as regional director, owns FDA. Ms. Michael Conley, who also had previously been employed by MBM, will manage our account. FDA is leasing warehouse space in the same location, 16500 E Truman Road, Independence, that was used by MBM. We look forward to working with FDA.

E-Rebates

Schwan's is beginning the process of E-Rebates in our state. If an LEA orders a Schwan's Pizza that is part of the rebate program, the distributor will electronically file the rebate for you. To participate in the E-Rebate program you will be asked to sign a release form, provided by Schwan's, that will allow the distributor to file the rebate on your behalf. Schwan's will then issue a check directly to the LEA. If an LEA is not using a distributor that participates, Schwan's will still accept paper rebates.

(over)

Need an Order Form?

The order forms for Mrs. Clark's Margarine and Salad Dressing, Ott's Dressing, Sunny Fresh Foods, Rich Sea-Pak, Eastside Entrees and the rebates for Gilardi, Schwan's, Dannon and General Mills are located on our Web site:
www.dese.mo.gov/divadm/food Go to that Web site, click on Commodities and then click on the specific order form or rebate form for each company.

COMMODITY ADVISORY COUNCIL

The State agency has formed a Commodity Advisory Council. The Council met in February 2003 and will meet again in the fall. A list of members is provided for your convenience. Please contact the representative in your area to convey any suggestions you may have regarding the Donated Foods Program.

NAME	LEA	PHONE #	E-MAIL
Nancy Coughenour	Raytown C-2	816-268-7076	nancy.coughenour@mail.raytown.k12.mo.us
Leah Schmidt	Hickman Mills C-1	816-316-7102	leahs@hickmanmills.org
Jane Forck	S. Boone Co R-1	573-657-2147 ex. 1244	mholbrook@mail.ashland.k12.mo.us
Pat Brooks	Columbia 93	573-886-2110	pbrooks@columbia.k12.mo.us
Terri Ferguson	Jefferson City	573-659-3010	terri.ferguson@jcps.k12.mo.us
Deanna House	Waynesville R-VI	573-774-6499	dhouse@waynesville.k12.mo.us
Steve Smay	Springfield R-XII	417-895-2711	smay-steve@aramark.com
Linda Gregory	Spokane R-VII	417-443-3502	gregorylinda@spokane.k12.mo.us
Lisa Elfrink	Cape Girardeau	573-335-1867	le@cape.k12.mo.us
Brad Priday	Sikeston R-VI	573-472-8881	bpriday@sikeston.k12.mo.us
Penny Bryant	Ft. Zumwalt R-II	636-980-2103	pbryant@nothnbut.net
Jordan Mavromatis	Rockwood R-VI	636-458-7291 ex. 222	cofsa@rockwood.k12.mo.us
Mary Dunn	St. Peters	573-636-4907	jerryandmary@socket.net
Cindy Hormel	Liberty 53	816-415-5375	chormel@mail.liberty.k12.mo.us

Commodity Delivery System Information

(Please keep this information for future reference)

Food Distribution Associates, LLC., is contracted for the warehousing and distribution of USDA donated foods to all schools in the state of Missouri.

Contact person: Ms. Michael Conley
Phone: 866-473-9700 or 816-833-2000

*The above phone numbers are for emergency situations and special problems only. **Please do not make monthly calls to Food Distribution Associates inquiring about what is going to be delivered or the date of your delivery.** The following notification system is set up to let you know these facts.*

Notification Process

- ✉ Food Distribution Associates sent a postcard in July to all schools stating what **week of the month** your commodity delivery will be. This will be consistent throughout the year except for November and December when delivery dates may be changed due to the holidays.
- ☒ Approximately 7 days in advance of your delivery you will receive a fax stating what items will be delivered. **DO NOT CALL Food Distribution Associates to inquire about your delivery date and time. The routing is NOT finished at this time.**
- ☎ You will receive a **phone call** from Food Distribution Associates **at least 2 days in advance** of your delivery informing you what day and approximate time the truck will arrive.*

* The contract for transportation of commodities to your school is **between the state of Missouri and FDA**. The rate paid for transportation is based on all schools (we have over 800 drop points) following the procedures outlined in the contract. Many schools want to dictate their delivery times and days. This is **not** possible under this contract agreement. If you cannot or will not make arrangements to accommodate the transportation company, **you will be asked to make separate arrangements to pick up your commodities at your expense.**

Participation in the Commodity Program requires each school to make arrangements to be able to accept deliveries between 7:00 a.m. and 4:00 p.m., August through April, on any day except the following holidays:

September 1	Labor Day
November 26, 27, 28	Thanksgiving Break
December 19-January 2	Christmas/New Year's Break (deliveries to commercial warehouses and schools that have made special arrangements may be made during this time)
January 19	Martin Luther King Day
February 16	Presidents' Day
April 9	Good Friday
April 12	Monday following Easter

When the Truck Arrives...

Check each and every item on your delivery against the delivery ticket. Any shortages or overages must be noted on the ticket the driver has **before** the driver leaves your premises. Our office receives a copy of these tickets so we can track shortages/overages.

Accept all damaged product and recoup any of the product that can be used. **Note on the delivery ticket the amount of the item(s) that is not usable** (e.g., exposed items). **(Make sure you are noting this on the driver's copy.)** If you have special concerns about a damaged product or if the damage is more extensive than noted on ticket, please call our office and report this.

At times the delivery truck may be behind schedule due to mechanical failure, bad weather, or problems unloading at a previous site. We appreciate any cooperation you can give the driver in getting the truck unloaded after 4:00 p.m. However, if a driver has arrived the afternoon **before** the day scheduled, you are under no obligation to unload the truck if this situation causes a hardship for you.

Do not accept any items that are **not** listed on your delivery ticket. They belong to another school and the driver needs to return them to the warehouse so we can get the items to the right place.

Commodity deliveries are tailgate deliveries. The driver is not responsible for bringing items into the school.

Please be considerate of other schools on your route. A delay at your school causes a delay at every stop after yours. In order to keep subsequent appointments, **the driver will not wait more than 15 minutes at a stop for someone to start unloading their commodities.**

COMMODITY ORDER FORM

DEADLINE THE 15TH 12 NOON

Following is a listing of entitlement and bonus commodity items that we anticipate receiving for the 2003-2004 School Year. This listing is updated monthly. Items designated (a) and (b) are charged against entitlement. Bonus items designated (B) are not charged against entitlement.

These items, if needed, must be ordered. Orders must be in this office no later than 12 noon on the 15th day of August for September. You may obtain these commodities one of three ways. You may write, telephone, or fax your orders. These commodities may be used in authorized child feeding programs and for classroom instructional purposes in Family & Consumer Sciences classes only.

NAME OF SCHOOL -----			AGREEMENT NUMBER _ _ _ _ - _ _ _ _
Commodity	Pack Size	Value	Number of Cases Ordered
(B) Dry Milk, Noninstant	55 lb bag	\$53.19	B.
(b) Cornmeal, Degermed	4/10 lb bag	\$ 5.84	C.
(b) Flour, All-Purpose	4/10 lb bag	\$ 6.18	D.
(b) Flour, Bread	4/10 lb bag	\$ 6.12	E.
(b) Flour, Whole Wheat	4/10 lb bag	\$ 6.97	F.
(b) Macaroni, Enriched	20 lb case	\$ 4.77	G.
(b) Rotini, Enriched	20 lb case	\$ 5.12	H.
(b) Spaghetti, Enriched	20 lb case	\$ 5.29	I.
(b) Salad Oil	6/1 gallon	\$16.10	J.
(b) Shortening, Liquid	6/1 gallon	\$17.16	K.
(b) Peanut Butter	6/5 lb jar	\$22.55	M.
(b) Oats, Rolled	12/3 lb bag	\$10.65	N.
(b) Rice, Parboiled	25 lb bag	\$ 3.75	O.
(a) Pinto Beans, Dry	25 lb bag	\$ 6.06	P.
(a) Grt. Nrth Beans, Dry	25 lb bag	\$ 6.75	Q.
(a) Eggs, Whole, Frozen	6/5 lb crtn	\$15.53	R.
(a) Raisins, Dried **	24/15 oz pkg	\$13.21	X.
(B) Salmon in Pouch **	6/4 lb case	\$38.64	Y.
(B) Blackberries Marion, Frz **	30 lb case	\$28.96	AA.
(b) Bakery Mix, Lo-fat	6/5 lb bag	\$13.91	AC.
(B) Blueberries, Frozen **	30 lb case	\$22.71	AI.

TOTAL CASES ORDERED _____

** Denotes limited quantities available.

Department of Elementary & Secondary Education
 School Food Services
 P.O. Box 480
 Jefferson City, MO 65102
 FAX: 573-526-3897
 PHONE: 573-751-2646

MO 500-2146
 August 2003

Prorated Commodities

Following is a listing of PRORATED entitlement and bonus commodity items expected to be available for the 2003-2004 school year. These items are prorated based upon your ADP. **If you wish to refuse all, or any part of your allocation, your Authorized Representative must notify our office in writing at least 6 weeks in advance of the estimated delivery period.** These commodities are for use in authorized feeding programs only. Commodities, amounts, and delivery dates are subject to change.

<u>FRUITS AND VEGETABLES</u>	<u>Pack Size</u>	<u>Estimated Delivery Period</u>	<u>Estimated Value</u>
Potato Rounds, frozen (33)	6/5 lb case	Start Oct. 1 – Complete Nov. 15	\$12.10
Pears, Diced, canned (73)	6/#10 case	Start Oct. 1 – Complete Nov. 15	\$17.77
Salsa, canned (73)	6/#10 case	Start Oct. 1 – Complete Nov. 15	\$14.57
Peaches, Sliced, canned (58)	6/#10 case	Start Oct. 1 – Complete Nov. 15	\$15.74
Applesauce, canned (58)	6/#10 case	Start Oct. 1 – Complete Nov. 15	\$14.39
Corn, frozen (40)	30 lb case	Start Oct. 15 – Complete Nov. 30	\$13.45
Apple Slices, canned (73)	6/#10 case	Start Nov. 1 – Complete Dec. 15	\$14.21
Green Beans, canned (73)	6/#10 case	Start Nov. 1 – Complete Dec. 15	\$9.91
Pineapple Chunks, canned (73)	6/#10 case	Start Nov. 15 – Complete Dec. 31	\$23.94
Spaghetti Sauce, canned (70)	6/#10 case	Start Dec. 1 – Complete Jan. 31	\$9.26
Peaches, Diced, canned (83)	6/#10 case	Start Dec. 1 – Complete Jan. 31	\$15.17

<u>MEAT/MEAT ALTERNATE</u>	<u>Pack Size</u>	<u>Estimated Delivery Period</u>	<u>Estimated Value</u>
Am. Cheese, Slcd (48) (1 st alloc)	6/5 lb loaves	Start Sept 15 – Complete Oct. 31	\$37.19
Ground Beef (48) (1 st alloc)**	40 lb case	Start Sept. 15 – Complete Oct. 31	\$47.97
Turkey Roast (53)	32-48 lb case	Start Oct. 1 – Complete Nov. 15	\$34.02
Cut-Up Chicken (15) (1 st alloc)**	40 lb case	Start Oct. 15 – Complete Nov. 30	\$21.95
Turkey Hams (53)	40 lb case	Start Nov. 1 – Complete Dec. 15	\$31.78
Am. Cheese, Slcd (40) (2 nd alloc)	6/5 lb loaves	Start Nov. 15 – Complete Dec. 31	\$37.19
Ground Beef (48) (2 nd alloc)**	40 lb case	Start Dec. 1 – Complete Jan. 15	\$47.97
Cut-Up Chicken (15) (2 nd alloc)**	40 lb case	Start Jan. 1 – Complete Feb. 15	\$21.95
Ground Beef (41) (3 rd alloc.)**	40 lb case	Start Feb. 1 – Complete Mar. 15	\$47.97
Am. Cheese, Slcd (38) (3 rd alloc)	6/5 lb loaves	Start Feb 15 – Complete Mar. 30	\$37.19

The number shown in parenthesis for above product means your LEA will receive approximately one (1) case of that product per that number of Average Daily Participants (ADP).

Example: Peas, Frz (56) The number in parenthesis is the number of cases you will receive per ADP.

If you have an ADP of 112 you can expect to receive 2 cases of Peas, Frz. $112 \div 56 = 2$ cases

** If you had 25%, 50%, etc. of this product processed, adjust your ADP accordingly when calculating allocation rates. If you had 100% of this product processed, you will not receive any.